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Governor's Office of Crime Prevention and Policy (GOCPP)

**State Fiscal Year (SFY) 2027
Adult Day Reporting Center Grant Program**

Notice of Funding Availability (NOFA)

Applicant Technical Assistance Call
March 17, 2026, 10am (EDT)

gocpp.maryland.gov/grants/



General Housekeeping

- Subtitles and Translation Services are available by enabling Closed Caption and/or Interpretation in the navigation panel at the bottom of the screen 
- To ask questions, please type them in the Q&A Feature. Panelists may unmute you to ask or clarify aloud
- The presentation will be posted to its corresponding [grant program page](#) on the GOCPP website

GOCPP- SFY26 DRCE Team: Introductions



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Jackie Adams

Fund Manager

Jacqueline.Adams1@maryland.gov

Breyann Williams

Grant Monitor

Breyann.Williams1@maryland.gov

Dorothy Lee

Fiscal Specialist

Dorothy.Lee@maryland.gov

Brandi Cahn

Assistant Director, Justice Reinvestment

Brandi.Cahn1@maryland.gov

Lindsey McCullough

Justice Reinvestment Coordinator

Lindsey.McCullough@maryland.gov



Technical Assistance Objectives

To understand key concepts related to submission of an application under DRCE, including:

- Goals and priorities of this program
- Eligibility
- Award information
- Application requirements
- Application review process

Overview: DRCE



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The primary purpose of this program is to enable a local jurisdiction to implement or support an established Day Reporting Center to provide community-based services and treatment to individuals under pretrial or probation supervision to reduce recidivism, jail and prison populations, and corrections-related costs.

Funding Eligibility



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The following entities in Maryland are eligible to submit no more than one (1) application for the Adult Day Reporting Center (DRCE) funding:

- Local government agencies

Award Details



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1. Due Date for Applications: **Friday, April 10th, 2026 by 11:59 PM**
2. Period of Award: **July 1st, 2026 to June 30th, 2027**
3. Funding Range: \$135,000 to \$270,000
4. Maximum Award Amount: \$270,000



Program Narrative

All applicants are **required** to adhere to the word limits applied to each section of their narrative:

- Overall Organization Information (Word Limit: 500)
- Problem Statement/Needs Justification (Word Limit: 500)
- Program Purpose Area (Word Limit: 150)
- Project Design (Word Limit: 750)
- Goals & Objectives (Word Limit: 1,500)
- Data Collection Plan (Word Limit: 250)
- Grant Personnel (Word Limit: 500)
- Sustainability (Word Limit: 200)
- Applicant Disclosure of Pending Applications Statement (Word Limit: 150)
- Budget Details and Spending Plan (Word Limit: 750)

Budget



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Word Limit: 750

- Provide the following information in the outline format below:
 - i. Describe how this request supplements, and does not supplant, the existing budget.
 - ii. Detail the methodology your organization uses to prorate the requested funds.
 - iii. Identify the proration rate(s) your organization uses for budget categories. Reimbursable funds charged to multiple costs must be distributed in proportion using the principles of reasonable, allowable, and allocable expenditures per budget category and line item, as applicable.
 - iv. Provide the justification and/or formula for the proration rate(s) used. Note: Failure to provide the proration rate and justification/formula will result in denial of the requested line item(s) or adjustment to the request at the discretion of the Office.
 - v. Funding requests for line items must be limited to staff or projects supported by this application.
- Detail the implementation timeline of each budget line item within the grant award period.

****Reference:** Page 12 of the [GMS Application Instructions](#)

Budget



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All budget line items must be reasonable, allocable, and allowable including indirect costs.

- **Allowable Costs:**

- Personnel
 - Counselors
 - Case Managers
 - Peer Recovery Staff
- Operating Expenses
 - Rental Space, Printing, and Communications costs that are directly related to implementing the DRCE project only
- Travel
 - Refer to SFY travel/per diem rates
 - Review Federal GSA guidelines for lodging per diem rates

Budget



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All budget line items must be reasonable, allocable, and allowable including indirect costs.

CONTRACTUAL SERVICES

- The requirements related to consultant rates apply to all Office awards whether funded by State or federal funds. The maximum allowable compensation rate for consultant services is \$81.25 per hour or \$650 per day. Rates above this threshold will be considered on a case-by-case basis and require prior approval. Additional information and the required procedures for requesting prior approval are found at <https://gocpp.maryland.gov/preauth-for-consultant-fees/>. Please note that charges at a rate above the established maximum rate that are incurred prior to the issuance of an Office written approval will be disallowed.
- Equipment
 - Equipment is defined as having a useful life in excess of one year and a procurement cost of \$10,000 or more per unit.

OTHER

- Program Supplies for DRCE related projects
- Drug and alcohol test kits
- Medications for opioid use and/or substance use disorder
- Equipment with unit cost less than \$10,000

Budget



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The following services, activities, and costs cannot be supported with the DRCE funding:

Unallowable Costs:

- Alcoholic beverages
- Bad debt
- Bonuses or Commissions
- Construction/Capital Expenses/Land Acquisition
- Corporate Formation (costs associated with incorporation fees, brokers' fees, fees to promoters, organizers or management consultants, attorneys, accountants, or investment counselor in connection with establishment or reorganization of an organization)

Budget

The following services, activities, and costs cannot be supported with the DRCE funding:

Unallowable Costs (continued):

- Fundraising
- Honorarium
- Lobbying costs (including membership fees to organizations whose primary activity is lobbying)
- Meals (exception to consider food consumed by clients must be pre-approved.)
- Trinkets (items such as hats, mugs, portfolios, t-shirts, coins, and gift bags)
- Vehicles or real estate purchases
- Fiscal sponsorship fees

Note: There is **no match required for this funding source**. Do NOT enter a match into your budget. If you wish to show other financial or in-kind contributions to your program, it may be written into your narrative.

Project Summary Instructions

- A concise summary of the project limited to **100 words or less**.
- Use the following project summary template:

The ____ (Implementing Agency's Name) 1 ____ (Project Title) 1
____ program helps to ____ 2 in ____ 3 . The
program ____ .4 Program funds will support ____ .5

****Reference:** Pages 6-7 of the [GMS Application Instructions](#)



Overall Organization Information

Word Limit: 500

- Brief overview and key organizational information.
- Include in bullet format:
 - Mission statement
 - Key milestones and achievements
 - Total number of full-time equivalent (FTE) employees.
 - Total current organizational budget.
 - Percentage of organizational budget the application is requesting.
 - Primary jurisdictions your organization serves.

****Reference:** Pages 7-8 of the [GMS Application Instructions](#)



Overall Organization Information

Word Limit: 500

a. Population served

- i. Demonstrate a clear understanding of the local population, including a discussion of local data (including sources) for the populations to be impacted by the proposed activity. (NOTE: Please do not rely solely on national-level statistics)
- ii. Demonstrate an awareness of and connection to local efforts for which the proposed strategy is complementary and not duplicative.
- iii. Define and provide zip codes for catchment areas/populations.
- iv. Define and provide zip codes for service site(s).

b. Total number of clients your organization serves across all programs (inclusive of all funding sources including grants, general funds, private donations, etc.) broken down by the level of service. For clients who received services across multiple levels, only count them in the highest level of service received. Estimates are acceptable on the level of service for this year.

****Reference:** Pages 6 and 7 of the [DRCE NOFA](#)

Problem Statement/Needs Justification

Word Limit: 500

- Summarize the project you are requesting in this application. Include the following information in the outline format below:
 - i. What services are you proposing to provide through this project?
 - ii. How do the services fit into your agency's overall mission?
 - iii. Explain why your organization is well-suited to carry out the project.
 - iv. Explain the need for the project supported by statistics, preferably local or regional data.
 - v. Summarize any barriers you anticipate or have experienced specific to this project and state how this project will address the barriers.
- Summarize if the request is for new or continuation funding.

****Reference:** Page 8 of the [GMS Application Instructions](#)

Program Purpose Area



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Word Limit: 150

Describe how the proposed project aligns with the DRCE Grant Program's primary purpose and supports Maryland's Comprehensive State Crime Control and Prevention Plan.

Project Design



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Word Limit: 750

Describe in detail how the proposed project will address the problem identified. At a minimum, the design must include the following elements and demonstrate the anticipated impacts on the target population and within the community:

- Describe in detail how your organization will implement the proposed strategies.
- Summarize the outreach plan to the target area, if applicable.
- Describe how the proposed strategies align with best practices, industry standards, and/or evidence-based approaches.
- Identify organizational partnerships and explain the roles of each partner.

****Reference:** Page 9 of the [GMS Application Instructions](#)



Goals and Objectives

Word Limit: 1,500

- Describe the project's overarching goals, the corresponding objectives, and the related activities. **Note:** Goals are broad, overarching, and often qualitative targets/statements that describe changes in the target population's knowledge, behavior, or disposition. Objectives are specific, measurable tasks and activities that help to achieve each goal.
- Identify the resources needed to conduct the activities.
- Identify the measurable outcomes for each objectives. **Note:** An outcome is a measurable change or impact as a result of the project.
- Provide a timeline for completing the activities.

****Reference:** Pages 9-10 of the [GMS Application Instructions](#)

Data Collection Plan



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Word Limit: 250

- Describe how the data collection methods, systems, and tools that will be used to track and measure the project's effectiveness.
- Successful applicants will be required to report on the performance measurements in quarterly progress reports.

****Reference:** Page 10 of the [GMS Application Instructions](#)

Required Documents

The following documents are **required** to be submitted with your application:

- Certified Assurances
- Certification Regarding Lobbying
- Current W-9 Form
- Screenshot of SAM.gov/Unique Entity Identifier Registration
- Certificate of Applicable Financial Reporting Requirements and Required Financial Report Uploading
- Determination of Suitability to Interact with Minors Form
- Most Recent Organizational Chart



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NEW Requirement: Organizational Capacity Questionnaire (OCQ)

What is the OCQ?

- A monitoring tool used by GOCPP to assess:
 - Organizational stability
 - Financial management practices
 - Program operations

Why it Matters:

- Determines applicant **Risk Status**
- Informs GOCPP's monitoring approach throughout the grant lifecycle

SFY 2027 Requirement:

- Submission through **Qualtrics is REQUIRED**
- Must be submitted **by the NOFA due date in GMS**
- Applications are **incomplete without a submitted OCQ**

NEW Requirement: Organizational Capacity Questionnaire (OCQ)

Important Reminders:

- A new OCQ must be submitted annually
- Must include reliable information from the **CEO or CFO**
- GMS attestation must include:
 - Name
 - Title
 - Date of certifying official

OCQ Link:

https://gocpp.qualtrics.com/jfe/form/SV_2mY8YNPFAAzOqmq

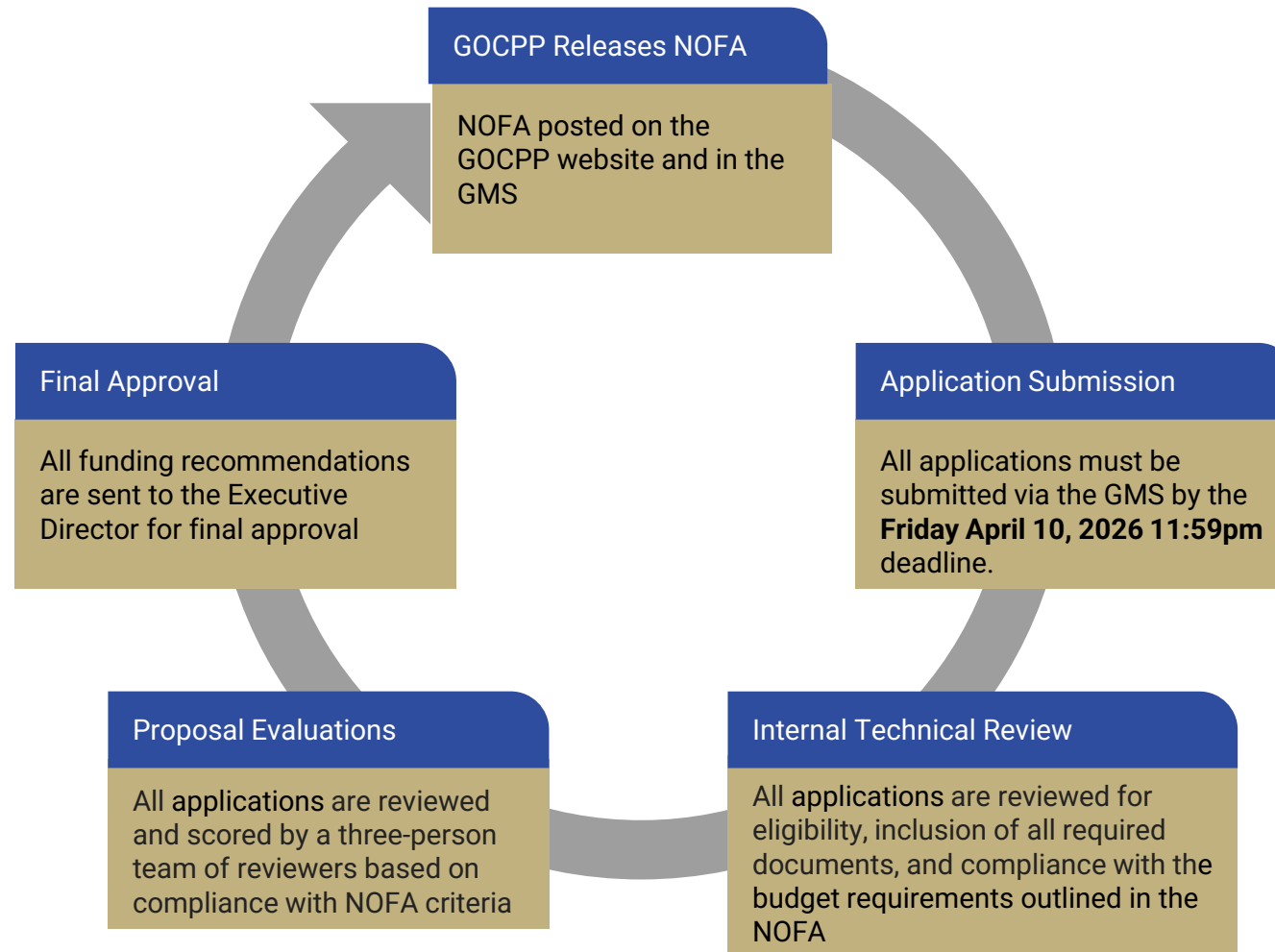
Technical Assistance:

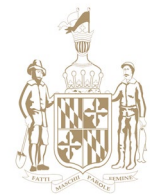
dlmsac.gocpyvs@maryland.gov or NOFA points of contact

Application Process Overview



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Application Technical Review

1. An internal reviewer will assess the following components of the application:
 - Applicant eligibility
 - Submission of all required documents (**points will be deducted from the final score for each missing required document**)
 - Budget compliance
 - If the applicant requests more than the maximum allowable, **points will be deducted from the final score**
 - Unallowable costs will be identified and those costs will be deducted from the final award if the application is approved for funding
 - Compliance with **new word limits** applied to each section of the application
 - Text that exceeds the word limit will be redacted prior to the scoring review.
 - Application addresses a priority funding area and bonus points will be assigned



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Application Scoring Review

1. Each eligible application will be assigned to a three-person team that will review and score the application based on compliance with the criteria outlined in the NOFA
2. Each reviewer will score each section of the application, calculate a final score, and make a funding recommendation
3. The three scores will be used to calculate a preliminary score
4. **Bonus and deduction points will be applied to the preliminary score to calculate the final score**
5. Applications will be ranked based on final score and funding amounts will be assigned
6. Those applications recommended for funding will then be submitted for review and approval by the GOCPP Executive Director
7. Once the recommendations have been approved, applicants will be notified and applications will be processed for award



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ANY QUESTIONS?

Any Feedback?

Please use the below link to complete our FY26 NOFA TA Survey so that we can improve our calls in the future.

Link: <https://forms.gle/1VsrUarByPyYYnSq5>

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Grants Management System - Technical Support:

support@goccp.freshdesk.com